

**Enrolled Minutes of the Fifty-Third Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Regular Meeting
Monday, January 27, 2014**

Study Session. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, January 27, 2014 at 6:45 p.m. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark A. Herak, Dennis Adams, Konnie Kuiper and Dan Vassar were present. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

General Substance of Matters Discussed.

1. The Town Council discussed the imminent agenda of the regular meeting.
2. The Town Council President and the Town Council discussed appointments and those that could be taken up in the imminent meeting.
3. The Town Council discussed its choices for populating the Public Building Corporation, which was to be established by action in the imminent meeting.
4. The Town Council discussed the approach taken to make workers who owing to the profoundly intemperate weather were instructed to remain home, take no loss in pay. The discussion included an examination of whether there should be some added compensation for those workers who actually reported to work. It is noted that they received their pay.
5. The Town Council discussed the request by the Metropolitan Police Chief to allow the police department secretary receive a pay increase two months early than otherwise provided by operation of the wage and salary ordinance.
6. The Town Council President discussed his intended appointments with the Town Council.

The study session ended at 7:05 O'clock p.m.

Regular meeting. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, January 27, 2014 at 7:06 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Council President Dan Vassar presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Dan Vassar reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dennis Adams, Konnie Kuiper and Dan Vassar. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Town Attorney; John M. Bach, Public Works Director; Peter Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent; Kenneth J. Mika, Building Commissioner and Cecile Petro, Redevelopment Director were present.

Also Present: Ed Dabrowski, Contract IT Coordinator; Randy Bowman, Assistant Inspector for Electrical; and Misty Kelley, Communications Officer with the Randy Conn owned McDonald's Restaurants, were also present.

Minutes of the Previous Meetings:

The minutes of the regular meeting of January 13, 2014 were approved by general consent.

Appointments:

• Statutory Boards and Commissions

Executive Appointments (May be made in meeting or at another time)

(Appointments have been placed on agenda in case there is readiness to act)

1. **Municipal Plan Commission** (1) appointment to be made by Town Council President. *(Note: currently held by Mark J. Schocke (R))*

The Town Council President announced his reappointment of **Mark J. Schocke**, (R), 3645 Manor Drive, Highland. The term is for four years, ending on the first Monday in January 2018.

2. **Advisory Board of Zoning Appeals** (1) appointment to be made by Town Council President. *(Note: currently held by Vernon D. Sieb, now vacant owing to his resignation.)*

The Town Council President announced his appointment of **Steve Mileusnich**, 2037 Kenilworth Street, Highland. The term is for four years, ending on the first Monday in January 2018.

3. **Redevelopment Commission** (3) appointments to be made by Town Council President. *(Note: currently held by Michael Maloney, Tom G. Crowel, Bridget De Young. Michael Maloney tendered a written resignation and Town Crowel tendered a verbal one.)*

The Town Council President announced his appointment of **James D. Kessler**, 8532 Henry Street; **Greg Kuzmar**, 3139 Lakeside Drive; and **Bridget De Young**, 2645-37th Street, Highland. The terms are for one year, ending on the first day in January 2015.

4. **Waterworks Board of Directors:** (1) appointment to be made by Town Council President. *(Note: Currently serving Keith E. Bruxvoort (R), George Georgeff (D) and the vacancy/unexpired term of Rachel Delaney (R)).*

The Town Council President announced his reappointment of **Keith Bruxvoort**, 9038 Liable Road; and **George Georgeff**, 2251 Oakdale, Highland. The terms are for three years, ending on the first Monday in January 2017.

5. **Board of Sanitary Commissioners:** (1) appointment to be made by Town Council President. *(Note: currently serving, Mark Knesek (I))*

The Town Council President announced his reappointment of **Mark Knesek**, 8118 Grace Street, Highland. The term is for four years, ending on December 31, 2017.

Regional Statutory Commissions or Boards

6. **Northwestern Indiana Regional Planning Commission (NIRPC):** (1) appointment to be made by Town Council President. *(Note: No action is necessary as the appointment continues unless the Town Council President wishes to change appointment. Appointee must be an elected official of the community represented. Currently serving, Michael Griffin.)*

The Town Council President noted that he intended no change to the current representation from the Town of Highland to NIRPC. It was noted that it is the Clerk-Treasurer, **Michael Griffin**, 2911 99th Street, Highland.

There were no further executive appointments.

Legislative Appointments

1. **Redevelopment Commission** (2) appointments to be made by Town Council. (*Note: Currently held by Greg Kuzmar and Dominic Noce*)

Councilor Herak moved the appointment of **Heather Peterson**, 3514 41st Street, Highland and the re-appointment of **Dominic Noce**, 8931 Liable Road, Highland, both for a one year term ending on the first day in January 2015.

2. **Municipal Plan Commission** (3) appointments to be made by Town Council. (*Note: Appointee may be elected or appointed officials or employees of the Town. Currently one vacancy. No action necessary as incumbents continue to serve unless the legislative body acts to change. Currently: Don Haynes (employee); Bernie Zemen (Elected Official); Joseph Grzymiski (employee)*)

Councilor Herak moved the recall of Councilor Zemen and the appointment of Councilor **Konnie Kuiper** to the Municipal Plan Commission. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The recall and successor appointment were approved. It was further noted that the other legislative appointees were to remain unchanged.

3. **Park and Recreation Board** (2) appointments to be made by Town Council. (*Note: currently serving James E. Stange (R) and unexpired term of Carlos Aburto (D), now vacant.*)

Councilor Adams moved the appointment of **Nick Russo** (D), 9341 Idlewild Street, Highland to serve the unexpired term in the seat vacated by Carlos Aburto, who was chosen in a special election to fill an unexpired term on the Highland Town Board of School Trustees. The term expires on the first Monday in January 2015. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The appointment was approved.

Home Rule Commissions

4. **Main Street Bureau Board:** (8 of 17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2015. (*Note: 8 vacancies.*)

Councilor Adams moved to appoint **Tracy Oprea**, 8424 Delaware Place, Highland to the Board of the Highland Main Street Bureau. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Ms. Oprea was appointed. The terms are usually for two years. This appointment is for a vacancy that expires the first Monday in January, 2015.

Councilor Zemen moved to appoint **Kimberly Grasch**, 3203 Strong Street, Highland to the Board of the Highland Main Street Bureau. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Ms. Grasch was appointed. The terms are usually for two years. This appointment is for a vacancy that expires the first Monday in January, 2015.

Regional Statutory Commissions or Boards

5. **Lake County Solid Waste Management District Board of Directors** (1) appointments to be made by Town Council. (*Note: currently held by Bernie Zemen. Must be a member of the Town Council. Term is coextensive with term of councilor. No action necessary unless the Town Council wishes to change the appointment*)

Councilor Herak moved the recall of Councilor Zemen and the appointment of Councilor **Dennis Adams** to the Lake County Solid Waste Management Board of Directors. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Councilor Adams was appointed. The term is co-extensive with the term the

appointee possesses as a Town Councilor unless and until the Tow Council would act to make a change.

6. Traffic Safety Commission:

(6) appointments to be made by the Town Council. **Term: 1 year.** (Note: Appointees must be from or represent the following: One from Town Council; One from the Town Board of Metropolitan Police Commissioners; Two from Metropolitan Police Department; One from the Fire Department and One from Public Works Department. Currently serving, vacant, Town Council Representative; vacant Town Board of Metropolitan Police Commissioners Representative; John Banasiak and Pete Hojnicky, Metropolitan Police Representatives; John M. Bach, Public Works Department Representative; and William R. Timmer, Jr., CFOD, Fire Department Representative.)

Councilor Kuiper moved, seconded by Councilor Herak, the re-appointment of *Dennis Adams*, as the Town Council Representative; Metropolitan Chief *Pete Hojnicky* and Deputy Commander *John Banasiak* as the Metropolitan Police Department representatives; Fire Chief *William R. Timmer, Jr.*, CFOD as the Fire Department representative; and *John M. Bach*, as the Public Works Department representative. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. All the named persons were appointed to another term.

7. Community Events Commission:

(9) appointments to be made by the Town Council. **Term: 1 year.** (Note: Currently serving, *Maria Culbertson*, *Phillip Culbertson*, *Brandon Wolak*, *Erica Rozenich Wolak*, *Kelly Bridges*, *Adam Nyiri*, *Fiona Culbertson*, and two vacancies)

Councilor Herak moved the appointment of *Sonyelle T. Clark*, 9204 Southmoor, Highland to a one-year term on the Community Events Commission, ending on the 1st day of January 2015. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Ms. Clark was appointed.

8. Committee and Liaison Assignments.

Councilor President Vassar announced his liaison and committee assignments as follows:

Councilor *Dennis Adams* was assigned Information Technology Contract coordinator liaison.

Councilor *Bernie Zemen* was assigned Chamber of Commerce Co-Liaison; Park and Recreation Board Liaison; and Town Board of Metropolitan Police Commissioners Liaison.

Councilor *Mark Herak* was assigned to the Board of Sanitary Commissioners, Liaison; Board of Waterworks Directors, Liaison; Community Events Commission, Liaison; and Budget and Finance Chairman.

Councilor *Konnie Kuiper* was assigned Fire Department Liaison; and Co-Liaison Chamber of Commerce.

Council President Vassar also noted that he was assigned Redevelopment Commission, Liaison.

Unfinished Business and General Orders:

- 1. Introduced Ordinance No. 1550:** An Ordinance to Amend Title Three of the Highland Municipal Code, in order to Establish the *Public Safety Income Tax Fund* and the *Economic Development Income Tax Fund*, all Pursuant to IC 6-3.5 et seq., and IC 36-1-3 et seq. Councilor *Herak* introduced and filed Ordinance No. 1550 at the Town Council meeting of January 13, 2014. There was no further action.

Councilor Kuiper moved the passage and adoption of Ordinance No. 1550. Councilor Herak seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The ordinance was adopted.

ORDINANCE NO. 1550
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE TO AMEND TITLE THREE OF THE HIGHLAND MUNICIPAL CODE, IN ORDER TO ESTABLISH THE PUBLIC SAFETY INCOME TAX FUND AND THE ECONOMIC DEVELOPMENT INCOME TAX FUND, ALL PURSUANT TO IC 6-3.5 ET SEQ., AND IC 36-1-3 ET SEQ.

WHEREAS, The Town Council is the fiscal and legislative body of the Town of Highland;

WHEREAS, The Lake County Council did adopt an ordinance imposing a county adjusted gross income tax for public safety under IC 6-3.5-1.1 and an economic development income tax under IC 6-3.5-7;

WHEREAS, IC 6-3.5-1.1-25(f) requires the municipality to establish a separate fund to account for its received distributions of the county adjusted gross income tax for public safety;

WHEREAS, IC 6-3.5-7-13.1(a) directs the fiscal officer of each municipality to establish a separate fund to account for its received distributions of the county economic development tax;

WHEREAS, The Town Clerk-Treasurer has advised the Town Council of the desirability of having the Town Council to establish the fund by ordinance amending the municipal code;

WHEREAS, The Town Council has determined that it would be of public benefit to establish the funds described in the preamble; and

WHEREAS, It would be and is in the best interest of the Town of Highland to enact an ordinance as an amendment to Chapter 3.45 of the Highland Municipal Code in order to further perfect the operation of the Town,

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the Highland Municipal Code be hereby amended by the addition of a new section to be numbered 3.45.130, which shall read as follows:

3.45.130 Public Safety Income Tax Fund.

(A) There is hereby authorized, created and established the *Public Safety Income Tax Fund*, pursuant to the provisions of IC 6-3.5-1.1-25 et seq.;

(B) That the fund is dedicated and established to provide resources for public safety purposes as provided in IC 6-3.5-1.1-25(f) and as set forth in this code;

(C) *Purposes, uses, and permissible expenditures.* That expenditures from this fund shall be governed by the following provisions:

- (1) That expenditures from this fund shall for the purposes, uses and in support of the purposes or uses permissible for the resources of the this fund as described in IC 6-3.5-1.1-25 et seq., as may be amended from time to time;
- (2) That the expenditures from this fund are to be used solely for public safety purposes, which are hereby further authorized and described, pursuant to IC 6-3.5-1.1-25 (a):
 - (a) expenditures may be used to support or provide a police and law enforcement system to preserve peace and order;
 - (b) expenditures may be used to support or provide a firefighting and fire prevention system;
 - (c) expenditures may be used to support or provide emergency ambulance services;
 - (d) expenditures may be used to support or provide emergency action taken at or near the scene of hazardous materials emergency to prevent or minimize harm to human health, property, or the environment as defined in IC 13-11-2-65;
 - (g) expenditures may be used to support or provide a communications system as defined in IC 36-8-15-3, or an enhanced emergency telephone system as defined in IC 36-8-16-2 before its repeal on July 1, 2012;

- (h) expenditures may be used to support or provide pension payments for a member of the police department as defined in IC 36-8-1-9; or any other employee hired by the police department;
- (i) expenditures may be used to support or provide pension payments for a member of the fire department as defined in IC 36-8-1-8 or any other employee of the fire department;
- (j) expenditures may be used to support or provide pension payments for other personnel employed to provide a service described in this section;
- (k) expenditures may be used to support or provide for the foregoing purposes as operational or capital costs;

(D) The sources of funding for the Public Safety Income Tax Fund may include the following:

1. The certified distributions transferred from the Lake County Auditor pursuant to and identified in IC 6-3.5-1.1-25.
2. Interest earned from the investment of moneys on deposit to the credit of the fund, provided such investments are conducted pursuant to I.C. 5-13-9 et seq., and Section 3.45.130 (F) of this Code;

(E) *Expenditure upon appropriations.* That expenditures from the Fund may be made only upon appropriation by the fiscal body for the purpose for which the fund is specifically established, in the manner provided by statute for making other appropriations and shall be disbursed only on approved accounts payable vouchers allowed by the legislative body, all pursuant to IC 5-11-10 and IC 36-5-4;

(F) *Investments authorized.* That pursuant to Indiana Code Title 5, Article 13, Chapter 9, and Chapter 3.40 of the Highland Municipal Code, money in the fund may be invested provided that the yields from the purchase and sale of any such investments be deposited with the fund;

(G) *Preservation and Disposition of Fund Assets.* That all unused and unencumbered cash on deposit to the credit of the Public Safety Income Tax Fund do not revert to the corporation general fund nor to any other fund but shall remain with the Public Safety Income Tax Fund until such time as an ordinance is passed which rescinds the income tax levy for this fund, and the Town Council authorizes a transfer of any remaining unexpended, unencumbered assets of the fund, all subject to IC 6-3.5-1.1 et seq., and IC 36-1-8-5.

Section 2. That the Highland Municipal Code be hereby amended by the addition of a new section to be numbered 3.45.135 Economic Development Income Tax Fund which shall read as follows:

3.45.135 Economic Development Income Tax Fund.

(A) There is hereby authorized, created and established the Economic Development Income Tax Fund, pursuant to the provisions of IC 6-3.5-7 et seq.;

(B) That the fund is dedicated and established to provide resources for purposes as provided in IC 6-3.5-7 and as set forth in this code;

(C) *Purposes, uses, and permissible expenditures.* That expenditures from this fund shall be governed by the following provisions:

- (1) That expenditures from this fund shall for the purposes, uses and in support of the purposes or uses permissible for the funds as described in IC 6-3.5-7 et seq., as may be amended from time to time;
- (2) That the expenditures from this fund are to be used solely for purposes described herein, which are further authorized and described in a Capital Improvement Plan adopted by the Town Council President as municipal executive, specifying uses of the resources of this fund, pursuant to IC 6-3.5-7-15;
 - (a) The Town Council President, as municipal executive, may adopt a capital improvement plan specifying the uses or the revenues received under IC 6-3.5-7 according to Section 3.45.135 of this Code or;
 - (b) The Town Council President, as municipal executive, may designate the county, or a municipality in the county as a recipient of all or part of the Town's share of the distribution;

(D) That the resources of this fund, may be used according to the specifications set forth in the capital improvement plan adopted and filed by the Town Council President as municipal executive, and may include any of the following:

- (1) expenditures may be used for economic development projects, for paying, notwithstanding any other law, under a written agreement all or a part of the interest owed by a private

developer or a user on a loan extended by a financial institution or other lender to the developer or user if the proceeds of the loan are to finance an economic development project;

- (2) expenditures may be used for the retirement of bonds to support economic development projects, pursuant to IC 6-3.5-7-14 or for lease payments undertaken pursuant to IC 6-3.5-7-21, including any leases or bonds entered into prior to the establishment of this fund, provided that they would have qualified as a purpose authorized by this section and IC 36-3.5-7 at the time of their inception;
 - (3) expenditures may be used for the construction or acquisition of a capital project for which the Town is otherwise empowered to issue general obligation bonds or for which it may establish a fund under any statute listed in IC 6-1.1-18.5-9.8. This may include undertaking a remedial action with respect to a capital project;
 - (4) expenditures may be used for the payment of lease rentals under any statute for a capital project;
 - (5) expenditures may be used for contract payments to a nonprofit corporation whose primary corporate purpose is to assist government in planning and implementing economic development projects;
 - (6) expenditures may be used for operating expenses of a governmental entity that plans or implements economic development projects;
 - (7) expenditures may be used for funding substance removal or remedial action in a designated unit, to the extent not otherwise provided by IC 6-3.5-7 et seq.;
 - (8) expenditures may be used for funding an economic development revolving fund under IC 5-1-14-14;
 - (9) expenditures may be used for the provision of homestead credits, provided the fiscal body adopts an authorizing ordinance pursuant to IC 6-3.5-7-13.1(b)(6);
 - (10) expenditures may be used to establish a regional venture capital fund under IC 6-3.5-7-13.5 and a local venture capital fund under IC 6-3.5-7-13.6;
 - (11) expenditures may be used for any lawful purpose for which money in any other funds of the Town may be used;
- (E) That for the purposes of this section of the Code, economic development project is defined as any project that the town determines:
- (1) will promote significant opportunities for the gainful employment of the Town's citizens;
 - (2) will attract a major new business enterprise to the town; or
 - (3) will retain or expand significant business enterprise within the Town and involves and expenditure for:
 - (a) the acquisition of land;
 - (b) interests in land;
 - (c) site improvements;
 - (d) infrastructure improvements;
 - (e) buildings;
 - (f) structures;
 - (g) rehabilitation, renovation, and enlargement of buildings and structures;
 - (h) machinery;
 - (i) equipment;
 - (j) furnishings;
 - (k) facilities;
 - (l) administrative expenses associated with such a project, including contract payments described in Section 3.45.135 (D)(5) or IC 6-3.5-7-13.1(b)(2)(D);

(m) operating expenses authorized under Section 3.45.135 (D)(6) or IC 6-3.5-7-13.1(b)(2)(E);

(n) expenses authorized under and described in Section 3.45.135 (D)(2) and (D)(7);

(F) The sources of funding for the Economic Development Income Tax Fund may include the following:

(1) The certified distributions transferred from the Lake County Auditor pursuant to and identified in IC 6-3.5-7-12;

(2) Interest earned from the investment of moneys on deposit to the credit of the fund, provided such investments are conducted pursuant to I.C. 5-13-9 et seq., and Section 3.45.135 (H) of this Code;

(G) *Expenditure upon appropriations.* That expenditures from the Fund may be made only upon appropriation by the fiscal body for the purpose for which the fund is specifically established, in the manner provided by statute for making other appropriations and shall be disbursed only on approved accounts payable vouchers allowed by the legislative body, all pursuant to IC 5-11-10 and IC 36-5-4;

(H) *Investments authorized.* That pursuant to Indiana Code Title 5, Article 13, Chapter 9, and Chapter 3.40 of the Highland Municipal Code, moneys in the fund may be invested provided that the yields from the purchase and sale of any such investments be deposited with the fund;

(I) *Preservation and Disposition of Fund Assets.* That all unused and unencumbered cash on deposit to the credit of the Economic Development Income Tax Fund do not revert to the corporation general fund nor to any other fund but shall remain with the Economic Development Income Tax Fund until such time as an ordinance is passed which rescinds the income tax levy for this fund, and the Town Council or the Town Council President authorizes a transfer of any remaining unexpended, unencumbered assets of the fund, all subject to IC 6-3.5-7 et seq., and IC 36-1-8-5;

(J) Notwithstanding, 3.45.135(I), the Town Council President, as municipal executive, may at any time transfer to the corporation general fund or to any other fund of the Town of Highland, any money that has been deposited to the fund established by Section 3.45.135 of this Code, pursuant to IC 6-3.5-7-12.7, provided the following:

(1) The Town Council President shall adjust the capital improvement plan adopted for the Town to reflect the transfer;

(2) No transfer may be made if the amount transferred would impair the Town's ability to satisfy any debts, liabilities, or obligations for which the resources of the fund established by this section of the Code are pledged or otherwise encumbered, including transfers required by IC 7.5-4-2;

(3) The Town Council President is instructed to report any transfer made under this section of the Code or any adjustment to the capital improvement fund to the municipal fiscal body and to the municipal fiscal officer.

Section 3. Whereas an emergency exists for the immediate taking effect of this ordinance, it shall become and be in full force and effect from and after the date of its passage and adoption upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a);

Introduced and Filed on the 13th day of January 2014. Consideration on same evening of introduction was not considered, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 27th Day of January 2014, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

2. Resolution no. 2014-04: A Resolution Approving the Establishment of a Building Corporation.

Councilor Herak moved the passage and adoption of Resolution No. 2014-04, noting the resolution would also name Mr. Frank Van Til, Mr. Chuck Hoffman, and Mr. Kevin Kerring as members of the Board of Directors. Councilor Zemen seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The resolution was adopted.

RESOLUTION NO. 2014-04

RESOLUTION APPROVING BUILDING CORPORATION

WHEREAS, Highland Public Building Corporation (the "Building Corporation") has been formed as a not-for-profit corporation to assist in the financing of facilities to be constructed and leased to the Town of Highland (the "Town"); and

WHEREAS, the Town Council of the Town must approve the creation, board of directors and financing of the Building Corporation for the Building Corporation to be able to issue debt that is tax exempt which will lower the cost of the financing;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Highland as follows:

SECTION 1. That it is hereby determined to be proper and in the public interest of the citizens of this Town to approve the incorporation of the corporation known and designated as Highland Public Building Corporation for the purpose of financing, constructing and equipping the new public safety facility and leasing same to the Town acting through the Board of Public Works.

SECTION 2. That the Articles of Incorporation and By-Laws of Highland Public Building Corporation presented to and now before this Council, are hereby approved.

SECTION 3. That providing for the financing, construction and equipping of the public safety facility by the Building Corporation and the leasing of same to this Town is in the public interest of the citizens of this Town and it is a proper public purpose for which this Council agrees to cooperate with Building Corporation and to assist it in fulfilling the requirements of all agencies of the federal, state and local governments.

SECTION 4. That the issuance, sale and delivery by the Building Corporation of its bond anticipation notes to fund preliminary expenses associated with the public safety facility and initial construction costs for the facility in the aggregate principal amount of approximately \$1,500,000 and the later issuance of bonds to repay the bond anticipation notes and fund the balance of the costs of the public safety facility are hereby approved.

SECTION 5. That, upon the redemption or retirement of the bonds to be issued by the Building Corporation, the Town will accept from the Building Corporation title to the public safety facility, free and clear of any and all liens and encumbrances thereon.

SECTION 6. That this Council hereby approves the following to act as initial Directors of the Building Corporation: _____, _____ and _____.

SECTION 7. That the Building Corporation may issue, sell and deliver its bond anticipation notes and bonds, pursuant to the applicable laws of the State of Indiana, may encumber any real property or equipment acquired by it for the purpose of financing the construction and equipping of the public safety facility and may enter into contracts for the sale of the bonds and the acquisition and construction of the public safety facility.

DULY, PASSED AND ADOPTED by the Town Council of the Town of Highland, Lake County, Indiana this 27th day of January, 2014, having passed by a vote of 5 in favor and 0a opposed.

**TOWN COUNCIL OF THE TOWN OF
HIGHLAND, INDIANA**

DAN VASSAR, PRESIDENT (IC 36-5-2-10)

ATTEST:

**MICHAEL W. GRIFFIN, IAMC/MMC/CPFA/CPFIM/CMO
CLERK-TREASURER (IC 33-16-4-1; IC 36-5-6-5)**

3. **Resolution No. 2014-05:** A Resolution Authorizing Temporary Interfund Loan or Transfer Pursuant to IC 36-1-8-4 and Section 3.20.040 of the HMC, to the Sanitary District Bond and Interest Fund.

Councilor Adams moved the passage and adoption of Resolution No. 2014-05. Councilor Herak seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The resolution was adopted.

**TOWN of HIGHLAND
RESOLUTION NO. 2014-05**

**A RESOLUTION AUTHORIZING TEMPORARY INTERFUND LOAN or TRANSFER PURSUANT to IC 36-1-8-4 AND SECTION
3.20.040 OF THE HIGHLAND MUNICIPAL CODE**

Whereas, The Clerk-Treasurer has advised the Town Council that cash balance in the **Sanitary District Non-Exempt Bond and Interest Fund**, is not sufficient to meet its regular operating expenses prior to the receipt of the semi-annual distribution of ad-valorem revenues so it has become necessary to temporarily borrow money to enhance the fund;

Whereas, The Clerk-Treasurer has advised that there is sufficient money on deposit to the credit of the **MCCD Fund** that can be temporarily transferred;

Now, Therefore Be it Resolved by the Town Council of the Town of Highland, Lake County, Indiana as follows:

Section 1. That the amount of **\$807,998.93** be borrowed for the **Sanitary District Non- Exempt Bond and Interest Fund** with the amount of **\$807,998.93** to be loaned by the **MCCD Fund**;

Section 2. That said loan in the amount of **\$807,998.93** be repaid to the **MCCD Fund** of the Town of Highland upon receipt of sufficient tax or other monies in the **Sanitary District Non-Exempt Bond and Interest Fund** with such loan to be repaid no later than December 31, 2014, subject to IC 36-1-8-4(b).

Section 3. That pursuant to Section 3.20.040 (B)(4), the Town Council determines that no interest be imposed or due in consequence of this temporary loan.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 27th day of January 2014. Having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Dan Vassar, President IC 36-5-2-10

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

4. **Works Board Order No. 2014-01:** An Order of the Works Board Offering, Authorizing and Approving an Extension to the Contract between the Town of Highland and COEX, Incorporated for Materials and Services – Concrete Work through December 31, 2014, all Pursuant to Indiana Code 5-22 et Seq. and §3.05 of the Highland Purchase Code.

Councilor Kuiper moved the passage and adoption of Works Board No. 2014-01. Councilor Adams seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The order was adopted.

**TOWN of HIGHLAND
BOARD OF WORKS
ORDER of WORKS BOARD NO. 2014-01**

AN ORDER of the WORKS BOARD OFFERING, AUTHORIZING and APPROVING AN EXTENSION to the CONTRACT BETWEEN THE TOWN OF HIGHLAND AND COEX, INCORPORATED for MATERIALS and SERVICES – CONCRETE WORK through DECEMBER 31, 2014, ALL PURSUANT TO INDIANA CODE 5-22 ET SEQ. and §3.05 of the HIGHLAND PURCHASE CODE

Whereas, The Town of Highland did receive bids on February 14, 2007 for Road Materials and Services, which included concrete work, pursuant to IC 5-22 *et seq.* and on March 26, 2007, the Town Council for the Town of Highland accepted and awarded a bid for several items of concrete work to COEX, Incorporated, as the lowest responsible and responsive bid; and

Whereas, In subsequent years from the bid award, the Town of Highland had annually offered COEX, Incorporated an extension of the contract for concrete work, at the same term and conditions of the initial contract, through December 31, 2013, which COEX, Incorporated had accepted; and

Whereas, COEX, Incorporated has expressed interest, through a letter dated November 25, 2013, attached hereto, to extend the current contract for an additional year at the same terms and conditions for Road Materials and Services, Concrete Work;

Whereas, COEX, Incorporated has demonstrated professional competence and qualifications to perform the particular concrete work for the Town of Highland and it has been determined that extending the current contract will realize a cost and time savings for mutual benefit of the both parties; and

Whereas, The Town Council for the Town of Highland, pursuant to IC 5-22-17-4, now wishes to offer a contract extension to COEX, Incorporated, through December 31, 2014, for Road Materials and Services – Concrete work, under the original terms, conditions and prices as the original contract (1-year).

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana,

Section 1. That the Director of Public Works is hereby ordered to offer contract a extension to COEX, Inc. for Road Materials and Services – Concrete Work under the same terms, conditions, and prices for the period January 1, 2014 through December 31, 2014;

Section 2. That, if accepted, the Director of Public Works be authorized to execute the Contract Extension with his signature as attested thereto by the Clerk Treasurer.

Be it So Ordered

DULY, PASSED, ADOPTED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 14th day of January, 2014 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

- 5. Works Board Order No. 2014-02:** An Order Approving and Authorizing the Entry into Service Agreements with COMCAST to “Upgrade” Certain Existing Telecommunications Internet, VOIP and Equipment Services for the Public Works Facility and the Lincoln Community Center, pursuant to Chapter 3.05 of the Highland Municipal Code.

Councilor Zemen moved the passage and adoption of Works Board No. 2014-02. Councilor Kuiper seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2014-02**

AN ORDER APPROVING AND AUTHORIZING THE ENTRY INTO SERVICE AGREEMENTS WITH COMCAST FOR CERTAIN TELECOMMUNICATIONS INTERNET AND VOIP AND EQUIPMENT SERVICES FOR THE HIGHLAND PUBLIC WORKS FACILITY AND THE LINCOLN COMMUNITY CENTER, PURSUANT TO CHAPTER 3.05 OF THE HIGHLAND MUNICIPAL CODE.

Whereas, The IT Director (Contract), CBL Consulting, Inc., has recommended a change in service for the Highland Public Works Department (Agency) Facility located at 8001 Kennedy Avenue for upgrade of services associated with voice and data transmission over internet; and

Whereas, The IT Director (Contract), CBL Consulting, Inc., has recommended a change in service for the Highland Parks and Recreation Department Facility located at 2450 Lincoln Street for upgrade of services associated with voice and data transmission over internet; and

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A) and (B) of the Municipal Code serves as purchasing agency for the executive departments of the municipality, and the utilities when costs are to be shared; and

Whereas, The amount exceeds ten thousand (\$10,000) and is for a term of greater than one year, pursuant to Section 3.05.040 (C) of the Municipal Code, requires the express approval of the purchasing agency; and

Whereas, The Highland Municipal Code Section 3.05.090 provides that the purchase of services may in a manner that the purchasing agency determines to be reasonable and appropriate; and

Whereas, The payments will be supported by an appropriation in the Information and Communications Technology Fund; and

Whereas, The Town Council now desires to approve and authorize the proper officer to enter a service agreement pursuant to the terms stated herein.

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality as follows:

Section 1. That the COMCAST Business Class Service Order Agreement for voice over, fax and data over internet to be provided at the Public Works Facility located at 8001 Kennedy Avenue for a single combined installation and activation fee of \$29.95 a copy of which is attached as an exhibit and made a part of this order, for a term of 36 months, consideration to be for fees in the monthly amount of \$244.65, for a total amount over the term of the agreement of \$8,807.40 is hereby authorized and approved in all respects;

Section 2. That the COMCAST Business "VoiceEdge" Services Agreement providing installation and use of equipment to support the services in the Business Class Service Order Agreement, with the equipment to be installed at the Public Works Facility located at 8001 Kennedy Avenue, for a single combined installation and activation fee of \$353.15, a copy of which is attached as an exhibit and made a part of this order, for a term of 36 months, charging service fees in the monthly amount of \$423.05, for a total amount over the term of the agreement of \$15,229.80 is hereby authorized approved in all respects;

Section 3. That the COMCAST Business Class Service Order Agreement for voice over, fax and data over internet to be provided at the Lincoln Community Center located at 2450 Lincoln Street for a single combined installation and activation fee of \$29.95 a copy of which is attached as an exhibit and made a part of this order, for a term of 36 months, consideration to be for fees in the monthly amount of \$219.80, for a total amount over the term of the agreement of \$7,912.80 is hereby authorized and approved in all respects;

Section 4. That the COMCAST Business "VoiceEdge" Services Agreement providing installation and use of equipment to support the services in the Business Class Service Order Agreement, with the equipment to be installed at the Lincoln Community Center located at 2450 Lincoln Community Center, for a single combined installation and activation fee of \$353.15, a copy of which is attached as an exhibit and made a part of this order, for a term of 36 months, charging service fees in the monthly amount of \$423.05, for a total amount over the term of the agreement of \$15,229.80 is hereby authorized approved in all respects;

Section 5. That the purchase agency believes the fees and charges incurred under these agreements are reasonable and appropriate, and the term of thirty-six months acceptable

Section 6. That the Town Council President or in his absence, the Town Clerk-Treasurer is authorized and directed to execute the agreement and any additional documents by his signature.

Be it So Ordered.

DULY, PASSED, ADOPTED and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 27th day of January 2014 having passed by a vote of 5 in favor and 0 opposed.

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

6. Action of the Town Council President as appointing authority to consider approval of an Annual Conflict of Interest Disclosure Statement filed by Christine Cash, who is a Hotel Manager in Lake County. Ms. Cash is also Highland's appointment to the Lake County Convention and Visitors' Bureau Board of Directors. This filing is pursuant to IC 35-44-1-3.

Town Council President as Executive to act. Council President Vassar announced his approval and executed his signature on the disclosure form.

Town Council as the governing body of the governing entity to act to accept the disclosure form, if desired. Councilor Adams moved to accept and approve the Statement as filed. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The conflict disclosure statement was approved.

7. Action to approve compensatory time off for Exempt Salaried Personnel, pursuant to Section §4.03.01 of the Compensation and Benefits Ordinance. This waives the provisions of Section § 2.01 of the Compensation and Benefits Ordinance. This would be for hours incurred July through December 2013.

7.1 The Public Works Director tenders the request for the following exempt salaried supervisory workers to have hours worked over 40 to be converted to paid compensatory time:

- Robert Johnsen: 34 hours (Incurred July – December 2013)
Previously Approved: 165.25 hours (Incurred July 2012 to June 2013)

- Tim Gembala: 22.5 hours (Incurred July – December 2013)
Previously approved: 40.5 hours (Incurred Jan to June, 2012)
42.5 hours (Incurred Jan – June 2013)

- John Mouratides: 27.5 hours (Incurred July – December 2013)
Previously approved: 83 hours (Incurred July 2012 to June 2013)

- Mike Pipta: 23.5 hours (Incurred July – December 2013)
Previously approved: 160.5 hours (Incurred July 2012 to June 2013)

- Colin Peterson: 51.5 hours (Incurred July – December 2013)
Previously approved 159 hours (Incurred July 2012–June, 2013)

Councilor Adams moved to approve the paid time off as requested. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The compensatory time was approved.

7.2 The Metropolitan Police Chief tenders the request for the following exempt salaried supervisory workers to have hours worked over 40 to be converted to paid compensatory time:

Patrick L. Vassar	54.5 hours	<i>Previously Approved: 183.5 hours.</i>
George Georgeff	49.5 hours	<i>Previously Approved: 99.0 hours.</i>
Ralph Potesta	33.5 hours	<i>Previously Approved: 101.0 hours</i>

Peter T. Hojnicky 34.5 hours Previously Approved: 164.5 hours.
(This would be for hours worked January 2, 2013 through December 31, 2013)

Councilor Herak moved to approve the paid time off as requested for Commander Georgeff, Commander Potesta and Metropolitan Police Chief, Hojnicky. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The compensatory time was approved.

Councilor Herak moved to approve the paid time off as requested for Assistant Chief Pat Vassar. Councilor Kuiper seconded. Upon a roll call vote, there were four affirmatives, no negatives and one abstention. With Councilors Zemen, Herak, Adams and Kuiper voting in the affirmative, and Council President Vassar abstaining, the motion passed. The compensatory time was approved.

8. Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1511 the Wage and Salary Ordinance, as amended. The Metropolitan Police Chief wishes to increase the hourly wage of the Police Secretary LuAnn Sterling, from the starting rate of \$15.75 to \$19.11. The current employee would get this increase automatically effective March 4, 2014 under the current ordinance. However, the Chief wishes that the increase be granted approximately two months earlier that it would otherwise, in order to be effective January 5, 2014.

Councilor Kuiper moved to approve the earlier application of the pay increase for Lu Ann Sterling, the Police Department secretary. Councilor Adams seconded. Upon a roll call vote, there was five affirmatives and no negatives. The motion passed. The early increase was approved.

- 9 Action to approve Letters of Commendation for exemplary public service leading to the award of a single paid day off for 26 workers in the public works department (agency). Pursuant to Section 4.13 of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. In this case, as the Town Council is also works board for the municipality, its approval alone is all that is required.

Councilor Zemen moved to approve the letters and grant the request of the Public Works Director which would allow a single paid day off for each of the letter recipients. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The letters were approved and the Public Works Director's request was granted.

10. **Renewal for the Workers Compensation Plan**, effective February 1, 2014, with Indiana Public Employers Plan (IPEP) as presented by Brown Insurance Group. *The proposed premium or "contribution" is estimated to be \$92,587. This represents an increase of 2% over the previous year. The experience modifier is quite good.*

Councilor Herak moved to approve the renewal of the Workers Compensation Plan with Indiana Public Employers Plan, as presented by Brown Insurance. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The IPEP Plan was approved and adopted.

11. Selection or renewal of Group Dental Plan. Current provider, United Health Care (UHC) rates are proposed for renewal at Employee only at \$34.92 and for Employee and dependents at \$101.38 per month; The current rates are the same. The proposed rates from United Health care represent a 0% increase over the 2013 rates. The rates were the same in 2012 as well. That is a three-year rate hold. If approved, Brown Insurance Group would be agent of record. In addition, renewal is currently March 1, 2014.

Councilor Kuiper moved to approve the renewal of the Group Dental Plan with United Health Care, as presented by Brown Insurance. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The UHC Group Dental Plan was approved and adopted.

12. Action on proposal for renewal of Underground Tank Insurance as presented by Brown Insurance Group. Colony Insurance is underwriter. Action would be for the period 1/1/2014 through 01/01/2015. The Town is being offered \$1,000,000 of broad form coverage for a premium of \$2,070 plus \$54.25 in surplus lines tax and an inspection fee of \$100. This represents a total cost of \$2,224.25, which represents NO increase from the prior year.

Councilor Herak moved to approve the renewal of the Underground Tank Insurance with Colony Insurance, as presented by Brown Insurance. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The Underground Tank Insurance Plan from Colony was approved and adopted.

**Comments from the Town Council Members
(For the Good of the Order)**

- **Councilor Bernie Zemen:** • *Liaison to the Park and Recreation Board* • *Chamber of Commerce Co-Liaison.*

Councilor Zemen commended the workers from Public Works and all the department heads for its handling of the unusually heavy snow and intemperate weather in recent weeks.

Councilor Zemen also reminded all of his radio program to be broadcast on Radio Station WJOB 1260.

- **Councilor Mark Herak:** • *Budget and Finance Chair* • *Liaison to the Board of Sanitary Commissioners* • *Liaison to the Community Events Commission* • *Liaison to the Board of Waterworks Directors.*

Councilor Herak also commended the workers and department leaders for their work in recent weeks owing to the heavy snows and very low temperatures.

Councilor Herak invited the Parks and Recreation Superintendent to comment on current matters related to the Parks and Recreation Department, particularly offering a briefing regarding the progress on the Five-Year Master Plan and its adoption by the Park and

Recreation Board. Councilor Herak further acknowledged the newly elected Park Board President, Chris Ray was present.

Councilor Herak invited the Public Works Director to comment on current matters related to the sanitary district and waterworks utility, particularly offering a briefing regarding the status of the capital plan.

- **Councilor Dennis Adams:** • *Liaison to the IT Consultant.*

Councilor Adams also commended the Department Heads and the workers for their work on the snowfall. Councilor Adams further renewed his request that residents move their parked cars from the street during the heavy snows to support the snow plowing and snow management.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison • Town Board of Metropolitan Police Commissioners, Liaison • Chamber of Commerce Co-Liaison.*

Councilor Kuiper recognized the Police Chief, who offered no report.

Councilor Kuiper recognized the Fire Chief who offered a brief report on weather-related responses that required a fire deployment.

- **Council President Dan Vassar:** • *Municipal Executive • Redevelopment Department Liaison.*

The Council President commended all the Department Heads and the workers for their work during the recent very intemperate weather.

The Council President recognized the Redevelopment Director who offered a brief report regarding the Redevelopment Commissions final actions regarding the revised Redevelopment Plan and the associated property acquisition list.

Comments from Visitors or Residents:

1. Rick Volbrecht, 9221 Parkway Drive, Highland, provided copies of documents memorializing some aspect of the complaint and enforcement activity associated with the residence at 2743 40th Street, Highland. Mr. Volbrecht expressed concerns regarding the length of time between the warning citations that were issued on the property and the formal charging citations. It was noted that no citations were issued on the property.

Payment of Accounts Payable Vouchers. There being no further comments from the public or visitors, Councilor Kuiper moved to allow the vendor accounts payable vouchers as filed on the pending accounts payable docket, covering the period December 4, 2013 through January 27, 2014. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for vendors and payroll dockets were allowed and the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$247,929.10; Motor Vehicle Highway and Street (MVH) Fund, \$ 61,771.87; Local Road and Street (LRS) Fund, \$11,343.08; Law Enforcement Cont. Education and Supply Fund, \$2,921.94; Capital Projects Retainage Agency Fund, \$5,341.93; Information and Communications Technology Fund, \$5,773.96; Solid Waste District Grant Fund, \$588.59; Special Non Reverting Fund, \$5,000.00; Police Pension Fund (1925 Plan): \$63,371.27; Municipal Cumulative Capital Development Fund, \$117,246.44; Traffic

Violations Fund, \$15,080.50; Gaming Revenue Sharing Fund, \$4,037.50; Total: \$540,406.18.

Announcement and Notice. The Town Council President announced that the Town Council would convene in study session to receive a briefing regarding a regional fundraising event, styled as *McLegends*, sponsored by the two franchise operators of McDonald's in Highland. Randy Conn, the owner operator of the McDonalds located near the Meijers Store, was present to brief the Town Council along with his Communications Director, Misty Kelley.

Adjournment. Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Adams seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, January 27, 2014 was adjourned at 7:53 O'clock p.m. A study session followed the meeting.

Study Session. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session following the regular (rescheduled) meeting on Monday, January 27, 2014 at 8:05 p.m. in the plenary meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dennis Adams, Konnie Kuiper and Dan Vassar were present. The Town Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Also Present: Randy Conn, Franchise Owner/Operator of the "Rock and Roll McDonald's, 10326 Indianapolis Boulevard, Highland and his Communications and Marketing Associate, Misty Kelly, were also present.

General Substance of Matters Discussed.

1. Mr. Conn and Ms. Kelly reported about an annual exhibition basketball game, featuring sports figures with a relationship to the locality where the game is played, called "McLegends". The purpose of the event is to raise awareness of and money for Ronald McDonald's House. Mr. Conn was seeking to have the event conducted in Highland for the first time. He noted that the games would be staged at the Highland High School Gymnasium. He further noted that he hoped to have a companion event, operationally styled as a "pub crawl", that would be held on Highway Avenue, in the downtown with the participation of Traditions Restaurant and Growlers Saloon. The tentative dates of the event were May 2 and 3rd.

Mr. Conn and Ms. Kelly were presenting to inquire about what if any regulatory ordinances that might be in effect and any special requirements that be imposed by the Town leadership.

It was noted that the two would meet at the next Town Council meeting in order to follow-up on some of the inquiries.

There being no further business, the study session ended at 8:40 o'clock p.m.

Michael W. Griffin, IAMC/ MMC/ CPFA/CPFIM/CMO
Town Clerk-Treasurer